

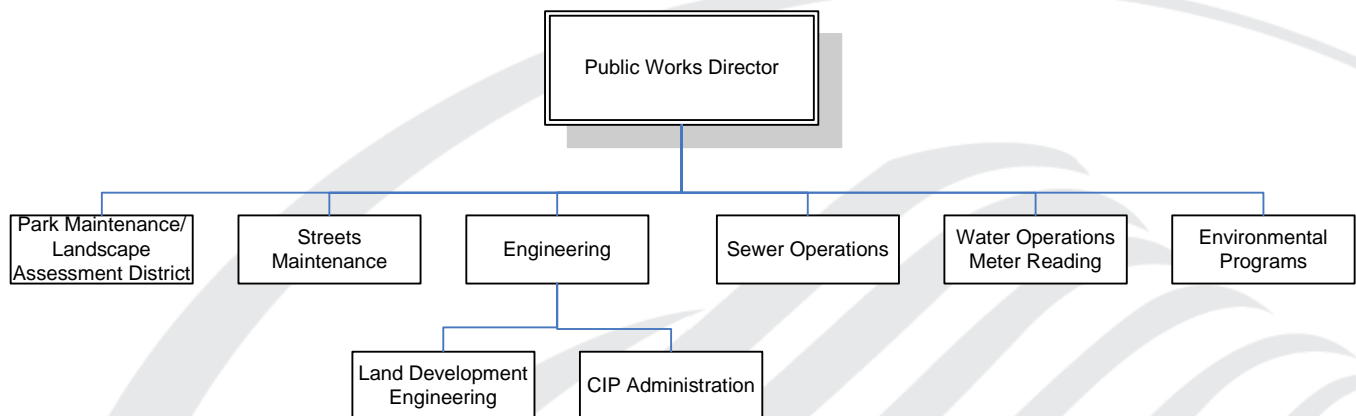
Public Works

[010-5140] [010-5440] [202-6100] [206-5410] [229-8351]
 [232-5800] [640-5900] [650-5710] [650-5720] [650-5760]
 [745-8280]

Appropriations Summary

	02/03 Actuals	03/04 Actuals	04/05 Current Budget	04/05 Estimated Actuals	05/06 Adopted Budget
Salaries	4,346,130	4,736,018	5,329,457	4,748,431	5,685,441
Supplies & Services	7,468,085	8,682,694	9,708,208	9,199,410	9,025,304
Capital Outlay	394,269	390,415	383,395	388,590	401,750
Debt Services	1,729,373	2,254,666	2,105,925	2,090,551	1,985,233
Internal Service	1,307,460	1,390,377	1,449,760	1,535,591	1,652,558
Transfers Out	2,968,877	1,880,139	901,100	1,002,667	1,711,688
Project Expenditure	-	-	-	-	-
TOTAL BY CATEGORY	18,214,194	19,334,310	19,877,845	18,965,240	20,461,974

010	5140	CABLE TELEVISION	58,461	42,641	44,961	43,399	37,611
010	5440	PARK MAINTENANCE	834,892	730,734	706,957	640,571	698,893
202	6100	STREET MAINTENANCE OPERATION	1,509,091	1,496,251	1,634,617	1,628,212	1,855,834
206	5410	ENGINEERING	946,372	930,287	1,121,273	1,002,595	1,145,151
229	8351	LIGHTING AND LANDSCAPE DISTRICT	163,722	169,197	140,038	141,974	118,248
232	5800	SOLID WASTE MANAGEMENT	269,108	393,006	535,570	419,411	402,505
640	5900	SEWER OPERATIONS	5,885,433	7,295,147	6,529,282	6,569,597	6,786,507
650	5710	WATER OPERATIONS	6,716,725	6,317,530	6,912,203	6,493,153	7,151,323
650	5720	METER READING/REPAIR	634,855	618,664	743,447	703,278	761,846
650	5760	WATER CONSERVATION	3,047	4,863	77,711	71,213	124,708
745	8280	CIP ADMINISTRATION	1,192,489	1,335,990	1,431,786	1,251,837	1,379,348
TOTAL BY PROGRAM			18,214,194	19,334,310	19,877,845	18,965,240	20,461,974





[010-5140] Cable Services

ACTIVITY DESCRIPTION

The Environmental Programs Division is responsible for administering the cable television franchise and public access contract.

FY 2004/05 HIGHLIGHTS

- Responded to cable television service complaints

FY 2005/06 ACTIVITY GOALS

- Continue to respond aggressively in support of customer complaints

FINANCIAL COMMENTS

Funding for this activity is decreasing slightly due to the planned 20% reduction in facility relocation support for public access services.

<u>PERFORMANCE MEASURES</u>	<u>FY 03/04</u>	<u>FY 04/05</u>	<u>FY 05/06</u>
	<u>ACTUAL</u>	<u>PROJ</u>	<u>GOAL</u>
• Number of cable complaints received	12	8	8
• Number of cable complaint processes completed.....	12	8	8
• Average number of days taken to completely process each cable complaint... ..	3.3	17.4	2

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[010-5440] Park Maintenance

ACTIVITY DESCRIPTION

The Park Maintenance Division is responsible for the maintenance of approximately 57 acres of City parks, the Civic Center, and other City facilities. The Division also manages Fox Hollow/Murphy Springs Lighting and Landscape Assessment District through contract services. The assessment district includes 20 sub areas consisting of open landscaped areas and approximately six acres of developed "mini-park" space. This Division is also responsible for 334 acres of City owned open space.

In order to meet the City's General Fund budget challenges in the 2004/05 Fiscal Year the Parks Division designated high and low priority turf maintenance areas. Low priority turf maintenance areas consist mainly of "fringe" areas that have minimal use by the public. Within fringe areas, irrigation is reduced or eliminated and turf is maintained as in weed abatement areas. By prioritizing resources, efforts by the Parks staff are focused on maintaining high use areas such as athletic fields, play equipment lots, restrooms and BBQ areas.

Staffing of the Parks Division has been as follows over the past decade:

Fiscal Year	FTE's	<u>Park Acreage Maintained</u>
1990/91	6	52.5
1991/92 through 1996	2	52.5
1996/97 through 2000	4	52.5
2000/01 through 2004	7	54
2004/05	5	57
2005/06	5	57

The FY 2005/06 program will continue to focus on safety, cleanliness, preservation of facilities and landscaping, and prioritizing maintenance tasks in order to achieve priority goals.

FY 2004/05 HIGHLIGHTS

- Nordstrom and Galvan Parks "fringe areas" mulched with a combination of re-cycled wood chips from annual tree trimming and commercial wood chips to minimize weed growth and preserve moisture for trees after extensive community notice at the parks
- Irrigation systems at Galvan, Paradise, Community, Nordstrom and Jackson Parks were modified and improved
- Extensive improvements were accomplished at Paradise Park through City Capital projects and through Rotary Club donations. Improvements included: Renovation of pedestrian walkway, accessibility improvements and updating for ADA compliance, new play equipment and new tables and benches
- Water consumption was reduced by approximately 25% at both City and assessment district parks with minimal impact to turf through adherence to a "baseline" irrigation schedule.
- Conducted safety inspection and evaluation of all tree stock throughout the parks system.
- Completed highest priority safety tree trimming throughout parks system
- Continued seasonal flushing and water exchange of Community Park Pond to improve water quality

[010-5440] Park Maintenance

Acct	Description	02/03 Actuals	03/04 Actuals	04/05 Current Budget	04/05 Estimated Actual	05/06 Adopted Budget
41100	SALARIES - GENERAL	252,365	143,734	273,550	140,800	280,849
41320	SALARIES - OTHER PAYOUT	3,441	1,707	2,500	3,601	3,700
41490	OVERTIME - GENERAL	10,726	4,713	3,000	8,135	7,200
41560	UNEMPLOYMENT INSURANCE	38	844	1,600	889	1,659
41620	RETIREMENT - GENERAL	18,188	13,034	41,631	18,539	55,101
41690	DEFERRED COMPENSATION	461	1,151	499	1,075	648
41700	GROUP INSURANCE	31,596	19,688	54,364	16,686	42,119
41701	MEDICARE	3,130	1,288	3,966	1,089	4,072
41730	INCOME PROTECTION INS	3,858	2,171	3,710	1,561	3,754
41760	WORKERS COMP	16,977	27,754	25,423	11,264	26,091
41799	BENEFITS	313	314	-	267	-
41800	UNIFORM	4,989	3,040	4,150	1,926	3,400
41900	CONTRACT LABOR	127,207	152,380	-	141,938	-
<<EMPLOYEE SERVICES>>		473,290	371,818	414,393	347,770	428,593
42208	ELECTRIC	10,503	16,216	12,100	12,886	13,272
42210	WATER/SEWER	89,757	120,070	89,200	65,742	67,714
42214	TELEPHONE	870	1,375	1,064	1,238	1,275
42228	GASOLINE & OIL	4,100	6,106	3,800	7,017	6,500
42231	CONTRACT SERVICES	115,041	130,923	106,535	145,604	101,650
42240	RENTALS - OUTSIDE	1,385	1,530	375	515	530
42242	CORP YARD COSTS	7,633	-	13,333	-	-
42244	STATIONERY & OFFICE SUPPLIES	316	322	225	198	200
42245	COMPUTER HARDWARE-NON CAPITAL	-	-	-	1,594	1,250
42248	OTHER SUPPLIES	57,215	42,753	35,675	33,067	33,675
42250	ADVERTISING	341	641	250	434	445
42254	POSTAGE & FREIGHT	31	335	340	180	185
42257	PRINTING	422	150	150	147	150
42261	AUTO MILEAGE	-	56	-	-	-
42281	SMALL TOOLS	1,639	4,200	2,000	750	1,250
42299	OTHER EXPENSE	37	10	-	-	-
42301	REIMBURSEMENTS	10,000	-	-	-	-
42408	TRAINING & EDUCATION	1,305	2,540	1,000	1,187	1,000
42415	CONFERENCE & MEETINGS	139	-	-	-	-
42423	MEMBERSHIP & DUES	365	195	100	420	300
42435	SUBSCRIPTION & PUBLICATIONS	125	-	100	-	100
42523	MAINT - MACHINE/EQUIPMENT	9,170	6,947	8,000	5,731	6,000
42526	MAINT - AUTO/TRUCKS	9,357	10,351	9,000	4,073	5,250
42531	MAINT - FURNITURE/OFFICE EQUIP	185	119	150	53	200
42550	FLEET REPLACEMENT CHARGES	29,648	-	-	-	-
<<SUPPLIES & SERVICES>>		349,584	344,839	283,397	280,836	240,946
43840	COMPUTER EQUIPMENT	-	-	-	141	-
<<CAPITAL OUTLAY>>		-	-	-	141	-
44994	LEASE PAYMENTS	949	1,160	-	1,100	-
<<DEBT SERVICE>>		949	1,160	-	1,100	-
45003	GENERAL LIABILITY INSURANCE	4,977	4,530	4,130	5,687	8,301
45004	BLDG MAINT SERVICES	6,092	8,387	5,037	5,037	5,488
45006	FLEET REPLACEMENT	-	-	-	-	15,565
<<INTERNAL SERVICES>>		11,069	12,917	9,167	10,724	29,354
5440 - PARK MAINTENANCE		834,892	730,734	706,957	640,571	698,893



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*Reflects vacancy of MW II position during summer months of 2004

[202-6100] Street Maintenance

Acct	Description	02/03 Actuals	03/04 Actuals	04/05 Current Budget	04/05 Estimated Actual	05/06 Adopted Budget
41100	SALARIES - GENERAL	248,686	292,582	381,797	275,977	383,701
41320	SALARIES - OTHER PAYOUT	2,915	10,276	6,900	3,856	4,750
41490	OVERTIME - GENERAL	38,307	18,761	17,700	27,536	28,500
41560	UNEMPLOYMENT INSURANCE	36	778	2,005	1,152	2,068
41620	RETIREMENT - GENERAL	16,339	25,766	56,998	35,775	73,998
41690	DEFERRED COMPENSATION	1,124	2,840	1,315	2,372	1,662
41700	GROUP INSURANCE	31,373	43,920	66,618	37,428	53,389
41701	MEDICARE	3,088	3,708	5,536	3,099	5,564
41730	INCOME PROTECTION INS	3,689	4,383	4,951	3,305	4,928
41760	WORKERS COMP	14,102	26,817	32,784	22,326	32,980
41799	BENEFITS	759	786	-	689	-
41800	UNIFORM	6,051	4,698	5,285	6,268	5,285
41900	CONTRACT LABOR	54,452	24,841	-	59,786	-
<<EMPLOYEE SERVICES>>		420,920	460,155	581,889	479,569	596,825
42205	TAXES	100	83	100	100	100
42208	ELECTRIC	296,221	282,297	275,000	235,879	242,955
42214	TELEPHONE	1,991	1,818	1,417	1,727	1,800
42219	GENERAL LIABILITY INS	72	-	-	-	-
42228	GASOLINE & OIL	5,379	5,528	6,000	8,036	11,571
42231	CONTRACT SERVICES	400,790	435,853	411,703	556,853	539,230
42236	BANK CARD SERVICE FEES	-	-	-	25	-
42240	RENTALS - OUTSIDE	3,820	2,435	2,500	3,065	3,250
42242	CORP YARD COSTS	9,061	-	15,827	-	-
42244	STATIONERY & OFFICE SUPPLIES	868	911	500	775	825
42245	COMPUTER HARDWARE-NON CAPITAL	-	-	3,000	3,000	3,000
42246	COMPUTER SOFTWARE-NON CAPITAL	-	-	1,500	1,500	1,500
42248	OTHER SUPPLIES	92,312	44,417	73,700	62,449	73,700
42250	ADVERTISING	858	1,712	500	3,830	3,945
42254	POSTAGE & FREIGHT	64	194	150	122	125
42257	PRINTING	706	227	350	506	500
42281	SMALL TOOLS	1,828	2,719	2,500	750	1,500
42299	OTHER EXPENSE	1,340	802	950	800	1,000
42408	TRAINING & EDUCATION	3,072	2,919	3,500	5,676	5,750
42415	CONFERENCE & MEETINGS	450	-	-	-	-
42423	MEMBERSHIP & DUES	203	60	150	388	400
42435	SUBSCRIPTION & PUBLICATIONS	1,239	284	500	120	250
42510	MAINT - BLDGS/IMPROVEMENTS	-	65	-	-	-
42523	MAINT - MACHINE/EQUIPMENT	14,667	15,011	25,400	34,826	35,870
42526	MAINT - AUTO/TRUCKS	35,545	17,963	19,500	14,978	15,425
42531	MAINT - FURNITURE/OFFICE EQUIP	185	134	1,100	53	600
42550	FLEET REPLACEMENT CHARGES	55,755	38,945	-	-	-
<<SUPPLIES & SERVICES>>		926,527	854,379	845,847	935,458	943,296

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[206-5410] Engineering

ACTIVITY DESCRIPTION

The Public Works Engineering Development Division provides development review/inspection services. It oversees all construction activities pertaining to the infrastructure constructed by developers within the City. This Division checks, approves, and keeps for the public record all improvement plans prepared by consultants. It reviews all private land development activities for conformance with City Standards, and checks and approves all maps in compliance with the Subdivision Map Act. In addition, the Division is responsible for implementing and maintaining a Storm Water Management Plan per the National Pollution Discharge Elimination System (NPDES) Phase II Program.

FY 2004/05 HIGHLIGHTS

- Commercial and industrial development was at a reduced level consistent with the economic slump affecting the Bay Area. Plan check activity in commercial and industrial was light. In spite of this, staff spent many hours assisting developers with inquiries about potential projects. Staff assisted BAHS on numerous economic development projects. A great deal of emphasis has been placed on the proposed commercial development at the NE corner of Cochrane Rd. and Highway 101.
- Residential development remains strong and active, requiring substantial staff time processing development documentation, plan checking, and inspecting construction activity. Staff has spent a great deal of time on the various South County Housing affordable housing projects.
- Three members of the Engineering staff participated in the scoring of the Measure C residential control program.
- Contract plan checking and inspection were utilized extensively to meet performance goals.
- Staff, in cooperation with the Regional Water Quality Control Board, completed the City's Storm Water Management Plan as required by the EPA NPDES Phase II program. The Plan was subjected to a 60-day public comment period and is now in full effect.

FY 2005/06 WORKPLAN

- Complete installation of 16" Master Plan water main in Barrett Avenue between Highway 101 and Juan Hernandez Way.

FY 2005/06 ACTIVITY GOALS

- Make continued improvements in the development review/inspection process.
- Track plan check turn-around times to meet established goals of 6 week initial check and 2 week follow-up checks.
- Assist the Building Assistance and Housing Services Department with potential economic development projects.
- Implement the Storm Water Management Plan to comply with the City's NPDES Phase II permit.
- The Public Works Department, in conjunction with the Community Development Department, Building and Housing Services Department, and the City Manager's Office will conduct a survey to assess how well the City provides customer service with respect to land development. In addition, training will be provided on customer service to all development service departments.

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Commercial and industrial development activity in FY 2005/06 is expected to remain at the levels they were during the past fiscal year with the exception of the proposed regional commercial development at the 101/Cochrane intersection. With the addition of the expected strong residential development activity, development impact revenues should remain on the average of the past two fiscal years. The Department will contribute \$10,000 to the customer service survey.

	FY 03/04	FY 04/05	FY 05/06
<u>PERFORMANCE MEASURES</u>	<u>ACTUAL</u>	<u>PROJ</u>	<u>GOAL</u>
• Number of Final Maps Recorded	8	15	12
• Plan Checks returned on time	162/182	150/170	100%
• No. of Building Permit Applications received	136	140	140
• Hours spent inspecting public improvements constructed by private developers	1,854	2,840	2,300

[206-5410] Engineering

Acct	Description	02/03 Actuals	03/04 Actuals	04/05 Current Budget	04/05 Estimated Actual	05/06 Adopted Budget
41100	SALARIES - GENERAL	243,844	256,637	355,124	281,548	382,952
41320	SALARIES - OTHER PAYOUT	4,256	3,401	2,500	9,148	6,500
41490	OVERTIME - GENERAL	10,017	9,556	11,100	6,479	8,500
41560	UNEMPLOYMENT INSURANCE	23	478	1,367	778	1,504
41620	RETIREMENT - GENERAL	14,512	20,470	45,505	32,282	65,759
41690	DEFERRED COMPENSATION	3,230	3,990	4,297	4,578	5,785
41700	GROUP INSURANCE	11,474	28,752	46,549	27,651	42,796
41701	MEDICARE	3,453	3,505	5,149	3,420	5,553
41730	INCOME PROTECTION INS	3,701	3,792	4,171	3,242	4,418
41760	WORKERS COMP	6,459	13,290	19,185	15,118	23,292
41799	BENEFITS	470	486	-	830	-
41800	UNIFORM	550	719	310	536	350
41900	CONTRACT LABOR	57,933	56,457	33,000	23,060	25,000
<<EMPLOYEE SERVICES>>		359,923	401,533	528,257	408,670	572,409
42214	TELEPHONE	2,312	3,692	2,946	2,950	2,900
42228	GASOLINE & OIL	1,416	2,327	1,550	1,720	900
42231	CONTRACT SERVICES	249,890	199,319	297,166	285,000	265,000
42236	BANK CARD SERVICE FEES	-	-	-	2,500	3,100
42240	RENTALS - OUTSIDE	-	-	100	100	100
42242	CORP YARD COSTS	257	-	449	-	-
42244	STATIONERY & OFFICE SUPPLIES	2,047	2,596	1,700	1,500	1,800
42245	COMPUTER HARDWARE-NON CAPITAL	-	-	3,200	3,180	2,700
42246	COMPUTER SOFTWARE-NON CAPITAL	-	-	2,200	2,200	2,200
42248	OTHER SUPPLIES	14,468	3,616	8,600	8,560	7,900
42250	ADVERTISING	-	-	1,500	450	550
42252	PHOTOCOPYING	5	2	900	200	450
42254	POSTAGE & FREIGHT	370	249	650	2,400	2,500
42257	PRINTING	338	1,979	2,080	1,800	1,800
42261	AUTO MILEAGE	834	435	700	500	500
42299	OTHER EXPENSE	352	184	350	310	1,040
42408	TRAINING & EDUCATION	4,964	2,640	2,800	2,650	2,800
42415	CONFERENCE & MEETINGS	808	584	600	941	700
42423	MEMBERSHIP & DUES	-	208	350	250	350
42435	SUBSCRIPTION & PUBLICATIONS	950	64	720	610	680
42510	MAINT - BLDGS/IMPROVEMENTS	-	65	-	200	200
42523	MAINT - MACHINE/EQUIPMENT	-	-	-	100	100
42526	MAINT - AUTO/TRUCKS	1,115	1,545	1,200	1,200	1,300
42531	MAINT - FURNITURE/OFFICE EQUIP	30	483	620	600	600
42550	FLEET REPLACEMENT CHARGES	1,922	-	-	-	-
<<SUPPLIES & SERVICES>>		282,079	219,985	330,381	319,921	300,170

[206-5410] Engineering

				04/05	04/05	05/06
Acct	Description	02/03 Actuals	03/04 Actuals	Current Budget	Estimated Actual	Adopted Budget
43835	FURNITURE/OFFICE EQUIPMENT	1,068	1,307	-	3,611	3,500
43840	COMPUTER EQUIPMENT	1,174	5,907	-	2,622	-
43845	COMPUTER SOFTWARE	-	660	-	-	-
	<<CAPITAL OUTLAY>>	2,242	7,874	-	6,233	3,500
44994	LEASE PAYMENTS	949	1,160	-	671	-
	<<DEBT SERVICE>>	949	1,160	-	671	-
45003	GENERAL LIABILITY INSURANCE	14,309	12,035	11,843	16,308	14,574
45004	BLDG MAINT SERVICES	10,326	14,215	8,537	8,537	9,302
45009	I.S. SERVICES	59,138	38,268	32,122	32,122	35,353
45010	GF ADMIN	217,406	235,217	210,133	210,133	209,843
	<<INTERNAL SERVICES>>	301,179	299,735	262,635	267,100	269,072
	5410 - ENGINEERING	946,372	930,287	1,121,273	1,002,595	1,145,151

[229-8351] Lighting & Landscape District

ACTIVITY DESCRIPTION

Lighting and Landscape Assessment District Funds are derived from special property assessments to support City maintenance services in certain park and landscape areas within residential developments. Proper maintenance of the properties benefits the owners. Assessment charges are collected by the County on property tax rolls and remitted to the City. There are currently 20 sub-areas in the Fox Hollow/Murphy Springs Lighting and Landscape Assessment District. Each lot within a specific sub-area is assessed the same amount.

It is the goal of each fiscal year to manage the expenses of each of the sub areas as frugally as possible to maintain a positive fund balance and avoid the need for assessment rate increases. Nevertheless, in more recent years in the majority of the 20 sub areas maintenance costs have risen above the maximum assessment that can be levied. At least 10 years have passed since the adoption of any of the original assessment rates. Assessment rate increases have been avoided in many cases due to positive fund balances available to offset revenue shortfalls.

In the spring of 2005 a ballot measure to increase assessment rates in 15 of the 20 sub areas is being initiated. This is necessary where the annual costs of maintenance have exceeded annual revenues collected and a negative fund balance has occurred. The ballot measure will also include a proposal to add a 3% annual inflator to the assessment rate to offset the rise of costs through annual inflation. The ballots will be tabulated at the June 15, 2005 City Council meeting. The Final Budget for FY 2005/06 will be adjusted consistent with the ballot results.

In the cases of the sub areas that do not receive an affirmative vote approving the assessment rate increase, services will have to be substantially reduced to bring the expenses in balance with available revenues. The FY 2005/06 Budget projects expenses exclusive of the proposed ballot increases.

FY 2004/05 HIGHLIGHTS

- Completed maintenance of all sub areas, including necessary repairs or improvements, and maintained a positive fund balance for the District overall
- Managed the landscape services contractor efficiently by minimizing maintenance costs where possible
- A 35% reduction in water use over the 2003/04 expense was achieved using a "baseline" irrigation schedule

FY 2005/06 ACTIVITY GOALS

- Manage all costs to maintain a modest positive fund balance and/or continue reduction of existing deficit balances

FINANCIAL COMMENTS

Maintenance services are provided through contract services and are paid by annual assessments from the property owners benefiting from the improvements.

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[232-5800] Solid Waste Management

ACTIVITY DESCRIPTION

The Environmental Programs - Solid Waste Management Division develops and implements waste reduction programs to meet the requirements of the California Integrated Waste Management Act of 1989 (AB 939). These programs include source reduction, recycling, composting, public education, and household hazardous waste management. The Division administers the City's franchise agreement for solid waste management services. The Division also administers the City's Burrowing Owl Habitat Mitigation Plan. This activity was moved into the Public Works Department beginning the 2004/05 fiscal year.

FY 2004/05 HIGHLIGHTS

- Completed negotiations with waste hauler for additional services and franchise extension
- Continued to promote a variety of recycling programs for businesses and residents to reach the 50% diversion rate
- Initiated Halloween Costume Exchange and Green Christmas Recycling Kit programs
- Held City Beautification Day, Second Chance Week, and flower bulb distribution.

FY 2005/06 WORKPLAN

- Expand curbside recycling program

FY 2005/06 ACTIVITY GOALS

- Comprehensively Inform the public about additions to the City's recycling program
- Continue to aggressively promote waste reduction programs in order to exceed State diversion mandates
- Promote recycling in the schools
- Provide one-on-one technical assistance to new and existing businesses
- Administer the solid waste franchise to ensure that excellent customer services continue to be provided

FINANCIAL COMMENTS

Division activities are funded by a 6% franchise fee on solid waste management services.

	<u>FY 03/04</u>	<u>FY 04/05</u>	<u>FY 05/06</u>
<u>PERFORMANCE MEASURES</u>	<u>ACTUAL</u>	<u>PROJ</u>	<u>GOAL</u>
• Dollars spent communicating recycling information (excluding employee services)	\$81,348	\$39,364	\$60,000
• Tons of recycling collected	9,653	9,929	10,500
• Number of environmental promotions distributed	12	10	12
• Percentage of customers ranking their solid waste Management services "good" or "excellent"	94%	N/A*	90%
• Percentage of customers who say they have enough information to properly participate in the City's recycling program	79%	N/A*	85%
• Percentage of customers participating in the recycling program	63%	62%	64%
• Solid waste diversion rate	50%	50%	52%
• Dollars spent communicating recycling information / ton of recycling collected	\$8.43/ton	\$3.96/ton	\$5.71/ton

* Biennial Measure only

[232-5800] Solid Waste Management

Acct	Description	02/03 Actuals	03/04 Actuals	04/05 Current Budget	04/05 Estimated Actual	05/06 Adopted Budget
41100	SALARIES - GENERAL	53,536	56,264	77,091	58,675	82,644
41270	SALARIES - PART-TIME	19,102	18,824	-	19,417	-
41320	SALARIES - OTHER PAYOUT	2,725	2,785	4,000	4,000	4,200
41490	OVERTIME - GENERAL	192	-	2,000	500	2,000
41560	UNEMPLOYMENT INSURANCE	7	152	392	230	419
41620	RETIREMENT - GENERAL	2,172	3,623	7,778	7,258	12,074
41690	DEFERRED COMPENSATION	2,087	2,182	2,848	2,439	2,393
41700	GROUP INSURANCE	6,913	7,010	7,568	6,119	5,753
41701	MEDICARE	1,156	1,125	1,118	1,007	1,198
41730	INCOME PROTECTION INS	1,283	1,438	986	1,083	1,017
41760	WORKERS COMP	1,948	2,413	3,172	3,066	3,407
<<EMPLOYEE SERVICES>>		91,121	95,816	106,953	103,794	115,105
42214	TELEPHONE	1,369	1,182	1,084	1,084	1,150
42228	GASOLINE & OIL	48	80	100	200	230
42231	CONTRACT SERVICES	67,482	110,329	79,733	70,000	74,500
42244	STATIONERY & OFFICE SUPPLIES	222	179	400	200	200
42245	COMPUTER HARDWARE-NON CAPITAL	-	-	-	-	5,000
42248	OTHER SUPPLIES	2,277	1,238	2,000	2,000	2,000
42250	ADVERTISING	1,788	2,927	6,400	1,000	1,000
42252	PHOTOCOPYING	26	1,862	1,879	1,879	2,000
42254	POSTAGE & FREIGHT	5,167	3,441	3,000	3,000	3,000
42257	PRINTING	28,898	21,076	25,000	25,000	25,000
42299	OTHER EXPENSE	51,270	31,379	40,000	40,000	50,000
42408	TRAINING & EDUCATION	-	363	1,000	1,000	1,000
42415	CONFERENCE & MEETINGS	419	966	400	750	750
42423	MEMBERSHIP & DUES	765	440	375	375	375
42435	SUBSCRIPTION & PUBLICATIONS	14	134	50	50	50
42531	MAINT - FURNITURE/OFFICE EQUIP	918	-	-	-	-
<<SUPPLIES & SERVICES>>		160,662	175,596	161,421	146,538	166,255
44994	LEASE PAYMENTS	315	-	-	-	-
<<DEBT SERVICE>>		315	-	-	-	-
45003	GENERAL LIABILITY INSURANCE	947	736	512	705	433
45004	BLDG MAINT SERVICES	-	-	-	1,690	1,841
45009	I.S. SERVICES	-	3,479	3,059	3,059	3,367
45010	GF ADMIN	16,062	17,378	15,525	15,525	15,504
<<INTERNAL SERVICES>>		17,009	21,593	19,096	20,979	21,145
49201	TRANSFER OUT-202 (STREET MAINTENANCE	-	100,000	200,000	100,000	100,000
49210	TRANSFER OUT-010 (GENERAL FUND)	-	-	48,100	48,100	-
<<TRANSFERS>>		-	100,000	248,100	148,100	100,000
86360	CONSTRUCTION	-	-	-	-	-
<<PROJECT EXPENDITURES>>		-	-	-	-	-
5800 - SOLID WASTE MANAGEMENT		269,108	393,006	535,570	419,411	402,505

[640-5900] Sewer Operations

ACTIVITY DESCRIPTION

The Sewer Operations Division protects public health and safety by ensuring that wastewater is properly collected, treated and discharged. This includes planning, design, maintenance, and repair of all sanitary sewer mains and sewer lift stations within the city. Collection system effluent is transported via an interceptor to the wastewater treatment facility located in Gilroy, where it is treated and discharged. This plant is owned and operated by the South County Regional Wastewater Authority (SCRWA) under a Joint Powers Agreement with the Cities of Morgan Hill and Gilroy.

The City owns, and therefore funds, 41.9% of the capital expansion costs at the wastewater treatment facility. The City pays the facility's annual operations and maintenance costs based on actual annual flow as recorded by flow meters. For budgeting purposes this year, the SCRWA budget proposes a 43% Morgan Hill / 57% Gilroy split.

FY 2004/05 HIGHLIGHTS

- Completed installation of new Supervisory Control and Data Acquisition System
- Completed a comprehensive sewer main flushing program to reduce sewer blockages
- Infiltration and Inflow (I and I) identification program completed
- Completed sewer main replacement around Peak and Main and W. Dunne areas
- Completed identified areas for root treatment in the Holiday and Jackson Oaks areas

FY 2005/06 WORKPLAN

- Completion of Root Treatment Program for Holiday and Jackson Oaks areas

FY 2005/06 ACTIVITY GOALS

- Add P lift station to Supervisory Control and Data Acquisition System. This is one of two sewer facilities not included in the SCADA upgrade. Lift Station O will be added in FY 06/07
- Track response time for customer work orders
- Track number of sewer main restrictions cleared
- Locate, identify, and rehabilitate clean outs and sewer manholes

PERFORMANCE MEASURES	FY 03/04	FY 04/05	FY 05/06
	ACTUAL	PROJ	GOAL
• Average Customer Work Order Response Time			
- Non-Emergency	1.7 days	9 Hours	2 Days
- Emergency	28 minutes	10 minutes	15 minutes
• Sewer Main Restrictions Cleared	24	50	25
• Linear Feet Sewer Main Flushed	707,600	*451,098	715,000

*LF of lines flushed dropped in 2004/05 due to a concentration of flushing efforts in the Jackson Oaks-Holiday Lakes area where flushing is more time intensive due to the access difficulties. Note the higher number of main restrictions cleared.

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[650-5710] Water Operations

Acct	Description	02/03 Actuals	03/04 Actuals	04/05 Current Budget	04/05 Estimated Actual	05/06 Adopted Budget
41100	SALARIES - GENERAL	711,164	722,808	790,003	755,253	854,926
41270	SALARIES - PART-TIME	191	-	-	-	-
41320	SALARIES - OTHER PAYOUT	9,882	18,608	18,000	24,750	25,500
41490	OVERTIME - GENERAL	60,473	84,714	80,000	79,484	81,900
41560	UNEMPLOYMENT INSURANCE	68	1,494	3,868	2,157	4,123
41620	RETIREMENT - GENERAL	42,562	61,816	113,012	94,412	160,505
41690	DEFERRED COMPENSATION	5,142	8,968	5,988	7,571	5,672
41700	GROUP INSURANCE	77,465	97,776	140,524	93,889	129,798
41701	MEDICARE	9,901	10,704	11,455	9,868	12,396
41730	INCOME PROTECTION INS	10,190	11,001	10,046	8,609	10,568
41760	WORKERS COMP	38,413	51,289	63,407	60,987	72,345
41799	BENEFITS	1,711	1,716	-	1,507	-
41800	UNIFORM	7,068	6,783	10,175	8,073	8,675
41900	CONTRACT LABOR	48,355	48,345	-	7,521	-
<<EMPLOYEE SERVICES>>		1,022,583	1,126,022	1,246,478	1,154,081	1,366,408
42205	TAXES	952,360	1,466,348	1,571,250	1,518,154	1,697,296
42208	ELECTRIC	889,655	772,817	900,000	773,582	796,789
42214	TELEPHONE	22,368	17,150	16,471	11,706	12,058
42228	GASOLINE & OIL	18,877	30,256	42,221	20,520	24,306
42230	SPECIAL COUNSEL	37,050	218,816	300,000	318,983	200,000
42231	CONTRACT SERVICES	397,776	650,489	1,009,215	1,009,215	756,965
42236	BANK CARD SERVICE FEES	-	-	-	-	-
42240	RENTALS - OUTSIDE	908	5,499	7,000	2,231	4,000
42242	CORP YARD COSTS	24,457	-	42,720	-	-
42244	STATIONERY & OFFICE SUPPLIES	4,196	4,311	4,500	5,093	5,245
42245	COMPUTER HARDWARE-NON CAPITAL	-	276	7,500	7,500	7,500
42246	COMPUTER SOFTWARE-NON CAPITAL	-	-	4,500	4,500	4,500
42248	OTHER SUPPLIES	162,120	152,090	211,083	141,281	129,259
42250	ADVERTISING	929	420	500	1,833	2,200
42252	PHOTOCOPYING	-	25	-	-	-
42254	POSTAGE & FREIGHT	968	579	1,000	681	3,250
42257	PRINTING	2,073	1,905	2,000	1,025	3,500
42261	AUTO MILEAGE	-	29	-	80	90
42273	WATER/SEWER MAINTENANCE SVS	26,644	12,058	83,932	75,958	77,500
42281	SMALL TOOLS	6,129	5,765	5,500	2,776	5,500
42299	OTHER EXPENSE	20,364	27,431	20,150	17,761	20,150
42408	TRAINING & EDUCATION	3,758	8,240	8,500	10,320	10,630
42415	CONFERENCE & MEETINGS	2,705	3,215	5,000	3,560	4,000
42423	MEMBERSHIP & DUES	3,614	3,596	5,000	5,027	5,000
42435	SUBSCRIPTION & PUBLICATIONS	1,075	238	1,000	143	500
42510	MAINT - BLDGS/IMPROVEMENTS	1,525	-	1,500	-	-
42523	MAINT - MACHINE/EQUIPMENT	4,537	8,792	7,500	9,206	9,480
42526	MAINT - AUTO/TRUCKS	20,178	18,361	23,000	28,425	26,025
42531	MAINT - FURNITURE/OFFICE EQUIP	185	241	1,100	119	600
42536	MAINT - OTHER	4,500	-	500	-	-
42550	FLEET REPLACEMENT CHARGES	72,763	-	-	-	-
<<SUPPLIES & SERVICES>>		2,681,712	3,408,949	4,282,642	3,969,679	3,806,343

[650-5710] Water Operations

Acct	Description	02/03 Actuals	03/04 Actuals	04/05 Current Budget	04/05 Estimated Actual	05/06 Adopted Budget
43820	OTHER IMPROVEMENTS	-	1,008	-	-	-
43825	MACHINERY/EQUIPMENT	70,679	30,017	13,000	2,842	48,500
43835	FURNITURE/OFFICE EQUIPMENT	-	1,101	-	3,611	-
43840	COMPUTER EQUIPMENT	-	6,112	3,000	6,585	6,000
43845	COMPUTER SOFTWARE	-	2,160	12,000	12,683	-
43897	METERS	-	6,559	-	-	-
<<CAPITAL OUTLAY>>		70,679	46,956	28,000	25,721	54,500
44990	PRINCIPAL	219,331	238,314	243,249	261,807	173,359
44991	INTEREST	326,622	298,016	310,296	268,813	258,084
44994	LEASE PAYMENTS	949	1,160	-	1,100	-
44995	SERVICE FEES	4,867	2,060	3,000	3,000	-
<<DEBT SERVICE>>		551,770	539,550	556,545	534,720	431,443
45003	GENERAL LIABILITY INSURANCE	34,366	31,156	27,622	38,036	63,296
45004	BLDG MAINT SERVICES	36,138	49,752	29,878	29,878	32,556
45006	FLEET REPLACEMENT	-	-	90,364	90,364	35,954
45009	I.S. SERVICES	8,064	5,218	4,589	4,589	5,050
45010	GF ADMIN	233,911	253,073	226,085	226,085	225,773
<<INTERNAL SERVICES>>		312,480	339,199	378,538	388,952	362,629
49200	TRANSFER OUT-ONE TIME	460,000	-	-	-	-
49201	TRANSFER OUT-202 (STREET MAINTENANCE	400,000	400,000	400,000	400,000	400,000
49210	TRANSFER OUT-010 (GENERAL FUND)	17,500	17,500	20,000	20,000	20,000
49214	TRANSFER OUT-207 (GENL PLAN UPDATE)	-	-	-	-	10,000
49222	TRANSFER OUT-346 (PUBLIC FACILITIES)	-	10,000	-	-	-
49273	TRANSFER OUT-653 (WATER REPLACE)	1,200,000	-	-	-	-
49275	TRANSFER OUT-652 (WATER RATE STABILIZ/	-	-	-	-	700,000
49277	TRANSFER OUT-651 (WATER IMPACT)	-	429,354	-	-	-
<<TRANSFERS>>		2,077,500	856,854	420,000	420,000	1,130,000
5710 - WATER OPERATIONS		6,716,725	6,317,530	6,912,203	6,493,153	7,151,323



[650-5720] Meter Reading and Repair

ACTIVITY DESCRIPTION

The Water Meter Reading Division is responsible for reading, maintaining, upgrading, leak detection, installation and repair of residential and commercial water meters. Two Meter Readers service customer accounts while the third Meter Reader performs hydrant maintenance, valve exercising, meter change-outs and meter repairs or replacement. Division activities include testing meters for accuracy, verifying system pressures, and responding to customers with meter reading complaints. Meter reading results in billing based upon the customer's actual usage and provides accurate, timely feedback of customer consumption.

In FY 2004/05 the radio read meter conversion program moved forward by successfully installing an additional 1,000 radio read devices. At the present pace this program will complete all meter conversion to radio-read in eight years. As the number of water service connections continue to increase in the future, the time saved by this program will allow the City to continue the present level of service without increasing staff. As a result of this savings the FY2004/05 budget included the initiation of an in-house meter testing program. In FY 2005/06 a cost benefit analysis will be conducted on the meter calibration program.

The Meter Reading Division also manages two specific maintenance programs in the water distribution system. One is the valve-exercising program, which verifies that mainline gate valves are operational throughout the distribution system. This permits effective isolation of water shut-downs in emergency situations, assists the Development Division with the tie-in of new systems, and improves water quality and fire flow. The second is the Hydrant Program, which is an ongoing effort to rebuild defective hydrants. Hydrant and water line valves are "exercised" to insure optimal performance. This program also provides routine flushing of water main lines, resulting in improved water quality.

FY 2004/05 HIGHLIGHTS

- Installed 1,000 additional radio-read devices in the Woodland and Northwest Region as part of ongoing program to convert all meters to radio-read
- Identified meters with defective turn-offs and re-installed new curb stops, meters, boxes and lids, increasing reading efficiency and reducing injury liabilities
- Rebuilt defective hydrants as hydrant valves are "exercised" and hydrants are checked for flow
- Initiated in-house meter testing program to ensure meter performance and accuracy
- Exercised approximately 300 valves in the water distribution system
- Installed 117 new meters
- Accomplished the testing of 140 2" water meters
- Accomplished 125 fire hydrant preventive maintenance procedures

FY 2005/06 ACTIVITY GOALS

- Install an additional 1000 radio read devices in the Northeast Region of the City, continuing the pace for completion of the radio read/replacement program within a ten year period
- Rebuild defective hydrants as hydrant valves were "exercised" and hydrants are checked for flow
- Maintain the less than 48-hour response time for meter installation requests
- Exercise 300 valves in the water distribution system

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Note: As we complete the cost benefit analysis of meter testing and calibration we will continue to evaluate how aggressively to set our performance goals for fire hydrant maintenance and valve exercising.

[650-5720] Meter Reading and Repair

Acct	Description	02/03 Actuals	03/04 Actuals	04/05 Current Budget	04/05 Estimated Actual	05/06 Adopted Budget
41100	SALARIES - GENERAL	174,021	181,161	186,250	184,936	192,909
41320	SALARIES - OTHER PAYOUT	1,562	3,561	5,000	6,450	6,750
41490	OVERTIME - GENERAL	3,467	4,943	5,000	3,775	4,250
41560	UNEMPLOYMENT INSURANCE	16	358	924	529	966
41620	RETIREMENT - GENERAL	12,190	17,103	28,148	24,777	37,687
41690	DEFERRED COMPENSATION	448	1,551	562	1,232	421
41700	GROUP INSURANCE	20,753	26,848	37,465	26,266	35,977
41701	MEDICARE	918	1,077	2,701	987	2,797
41730	INCOME PROTECTION INS	2,524	2,735	2,397	2,131	2,441
41760	WORKERS COMP	10,918	14,484	17,311	15,572	18,447
41799	BENEFITS	-	71	-	63	-
41800	UNIFORM	1,969	1,621	2,525	2,015	2,525
41900	CONTRACT LABOR	-	170	-	-	-
<<EMPLOYEE SERVICES>>		228,786	255,682	288,283	268,733	305,170
42214	TELEPHONE	-	146	-	348	400
42228	GASOLINE & OIL	2,931	4,544	4,000	4,700	6,325
42231	CONTRACT SERVICES	32,181	20,282	27,150	20,485	21,500
42242	CORP YARD COSTS	571	-	997	-	-
42244	STATIONERY & OFFICE SUPPLIES	446	426	400	407	450
42246	COMPUTER SOFTWARE-NON CAPITAL	-	-	1,100	1,083	1,100
42248	OTHER SUPPLIES	11,951	16,495	24,800	16,949	20,750
42254	POSTAGE & FREIGHT	153	18	150	45	50
42257	PRINTING	234	-	250	147	120
42281	SMALL TOOLS	-	675	1,000	-	1,000
42299	OTHER EXPENSE	-	-	-	10	15
42408	TRAINING & EDUCATION	654	(76)	1,000	268	300
42415	CONFERENCE & MEETINGS	177	-	150	-	-
42423	MEMBERSHIP & DUES	70	-	-	107	120
42435	SUBSCRIPTION & PUBLICATIONS	159	-	100	-	-
42523	MAINT - MACHINE/EQUIPMENT	325	317	500	313	350
42526	MAINT - AUTO/TRUCKS	4,026	9,231	8,000	4,680	5,300
42531	MAINT - FURNITURE/OFFICE EQUIP	106	40	200	-	300
42536	MAINT - OTHER	268	-	350	-	-
42550	FLEET REPLACEMENT CHARGES	2,382	-	-	-	-
<<SUPPLIES & SERVICES>>		56,634	52,096	70,147	49,542	58,080
43825	MACHINERY/EQUIPMENT	4,998	4,956	2,500	-	4,000
43897	METERS	283,646	240,878	323,395	323,395	299,300
<<CAPITAL OUTLAY>>		288,643	245,835	325,895	323,395	303,300
45003	GENERAL LIABILITY INSURANCE	7,964	7,465	6,594	9,080	14,826
45004	BLDG MAINT SERVICES	9,388	12,925	7,762	7,762	8,457
45006	FLEET REPLACEMENT	-	-	4,916	4,916	31,906
45009	I.S. SERVICES	5,376	3,479	3,059	3,059	3,367
45010	GF ADMIN	38,064	41,182	36,791	36,791	36,740
<<INTERNAL SERVICES>>		60,792	65,051	59,122	61,608	95,296
5720 - METER READING/REPAIR		634,855	618,664	743,447	703,278	761,846



[650-5760] Water Conservation

ACTIVITY DESCRIPTION

The Water Conservation Program develops and implements water conservation programs.

FY 2004/05 HIGHLIGHTS

- Presented ordinances requiring water-wise landscaping and individual water meters to the City Council.
- Finished the design of a Water Conservation Demonstration Garden.
- Promoted water conservation in the community through the sharing of literature, newspaper and newsletter articles, direct targeted solicitations, and schoolbook covers.

FY 2005/06 WORKPLAN

- Implement turf replacement incentive program in cooperation with the Santa Clara Valley Water District.

FY 2005/06 ACTIVITY GOALS

- Coordinate with the Santa Clara Valley Water District in promoting water conservation to both residents and businesses.
- Oversee the construction of the Civic Center Demonstration Garden
- Oversee the design of the Courthouse Demonstration Garden
- Proceed with developing a water conserving rate structure for landscaping accounts.
- Enhance water conservation awareness in the community by communicating directly with residents, school children, and local businesses

FINANCIAL COMMENTS

Given the City's recent challenges in meeting the community's water demands, it is appropriate to enhance the City's water conservation programs. This budget increases both the staff time and supplies and services budget for this activity. Most significantly, the 2005-2006 budget includes \$50,000 in funding for a new turf replacement program to be implemented cooperatively with the Santa Clara Valley Water District. In addition, \$12,000 in funding to hire a part-time assistant is included to assist in the development of a water conserving rate structure.

	<u>FY 03/04</u>	<u>FY 04/05</u>	<u>FY 05/06</u>
<u>PERFORMANCE MEASURES</u>	<u>ACTUAL</u>	<u>PROJ</u>	<u>GOAL</u>
• Cooperative projects with the Santa Clara Valley Water District to reduce water consumption	2	3	3
• Gallons of water produced daily per person and employee (calendar year measure)	141	148	143

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[745-8280] CIP Administration

ACTIVITY DESCRIPTION

The Public Works Capital Improvement Program Division implements the annual capital improvements program. The division produces bid documents (plans, specifications, cost estimates) for capital projects with a combination of in-house and consultant staff. In addition, through the use of in-house and contract support, the Division provides inspection services for CIP projects. The Division is augmented by consultants as needed on technical specialty work or time-constrained projects.

The project support costs aggregated into this Division include:

- Personnel - For in-house engineering, design and inspection staff
- Supplies and Services – Consultant Services, printing, training and other related costs
- Capital Outlay - Special equipment, computers, vehicles and furniture to accommodate the staff implementing the project

FY 2004/05 HIGHLIGHTS

- Completed design and awarded bid for new Indoor Recreation Center.
- Completed Edmundson Water Main Extension project.
- Completed DeWitt Sewer Replacement project.
- Completed Bicycle Striping project using BTAC grant funds.
- Received Safe Routes to School grant for safety upgrades at the intersection of Monterey Rd. and Central Avenue.
- Received TFCA grant for the Coyote Creek connection project.
- Received TDA Article 3 funds for bicycle detector loop project.
- Completed design of new sewer Lift Station G project.
- Completed City-wide pavement rehabilitation project.
- Completed Edmundson sidewalk project using TDA Article 3 funds.
- Completed miscellaneous sidewalk repair projects.
- Completed the Master Plan for Community Park
- Completed Monterey Rd./UPRR Undercrossing pedestrian improvements.
- Initiated Monterey Rd. Utility Undergrounding (Rule 20A) by establishing Utility Underground District for stretch from Dunne to Cosmo.

FY 2005/06 WORKPLAN

- Complete bid package for Depot St. grant project.
- Complete environmental review and project report for Tennant Ave./Hwy 101 interchange project.

FY 2005/06 ACTIVITY GOALS

- Complete the property acquisition for the Tennant Avenue Widening project.
- Complete the construction of the Tennant Avenue/Highway 101 southbound traffic signal.
- Complete the construction of the Jackson Oaks Booster Station upgrade.
- Complete the utility undergrounding of Depot Street from Main Avenue to Fifth Street.
- Complete the design of Phase I of the Outdoor Sports Complex.
- Complete a sewer replacement project as part of an on-going sewer upgrade program in conformance with the Sewer Master Plan.
- Complete last phase of polybutylene water line replacement program.

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- ## FINANCIAL COMMENTS

	FY 03/04	FY 04/05	FY 05/06
<u>PERFORMANCE MEASURES</u>	<u>ACTUAL</u>	<u>PROJ</u>	<u>GOAL</u>
• Number of Engineering Division hours worked on all CIP projects	8,540	7,730	8,100
• Number of CIP projects awarded	13	13	15
• Percentage of CIP projects completed within Council-approved contingency ⁽¹⁾	90%	100%	100%
• Hours spent inspecting public improvements	1,698	2,050	2,000

[745-8280] CIP Administration

Acct	Description	02/03 Actuals	03/04 Actuals	04/05 Current Budget	04/05 Estimated Actual	05/06 Adopted Budget
41100	SALARIES - GENERAL	534,360	560,210	672,190	541,104	684,341
41320	SALARIES - OTHER PAYOUT	9,150	9,420	8,200	18,424	11,500
41490	OVERTIME - GENERAL	18,978	16,847	18,050	9,800	9,800
41560	UNEMPLOYMENT INSURANCE	45	1,055	2,581	1,496	2,550
41620	RETIREMENT - GENERAL	24,107	39,201	87,827	62,573	118,892
41690	DEFERRED COMPENSATION	8,443	10,390	8,263	8,693	10,262
41700	GROUP INSURANCE	47,872	53,576	82,677	46,929	56,183
41701	MEDICARE	7,278	7,578	9,747	6,542	9,923
41730	INCOME PROTECTION INS	7,278	8,085	7,828	6,063	7,734
41760	WORKERS COMP	12,853	29,373	33,985	28,119	40,072
41799	BENEFITS	2,771	2,766	-	2,000	-
41800	UNIFORM	404	354	250	353	280
41900	CONTRACT LABOR	175,815	279,503	60,000	160,367	60,000
<<EMPLOYEE SERVICES>>		849,353	1,018,358	991,598	892,463	1,011,537
42208	ELECTRIC	-	10	100	100	100
42214	TELEPHONE	2,445	3,723	2,946	2,940	2,900
42228	GASOLINE & OIL	(0)	-	350	150	1,650
42231	CONTRACT SERVICES	126,640	111,078	236,021	150,000	150,000
42242	CORP YARD COSTS	656	-	1,145	-	-
42244	STATIONERY & OFFICE SUPPLIES	13,034	14,350	12,400	12,400	12,500
42245	COMPUTER HARDWARE-NON CAPITAL	-	-	3,800	3,680	3,200
42246	COMPUTER SOFTWARE-NON CAPITAL	-	-	2,800	2,720	2,400
42248	OTHER SUPPLIES	12,751	4,035	10,800	8,900	8,900
42250	ADVERTISING	448	-	1,900	1,100	1,100
42252	PHOTOCOPYING	-	45	900	650	600
42254	POSTAGE & FREIGHT	4,023	1,883	3,200	2,720	3,200
42257	PRINTING	1,576	1,062	5,500	1,900	1,900
42261	AUTO MILEAGE	790	311	610	450	520
42299	OTHER EXPENSE	356	72	1,700	1,120	1,150
42408	TRAINING & EDUCATION	4,010	1,895	3,400	3,100	3,400
42415	CONFERENCE & MEETINGS	288	802	1,500	1,500	1,500
42423	MEMBERSHIP & DUES	380	82	380	310	350
42435	SUBSCRIPTION & PUBLICATIONS	1,034	43	1,200	920	880
42510	MAINT - BLDGS/IMPROVEMENTS	-	-	-	119	-
42523	MAINT - MACHINE/EQUIPMENT	-	-	-	64	-
42526	MAINT - AUTO/TRUCKS	1,685	2,418	1,400	1,350	1,400
42531	MAINT - FURNITURE/OFFICE EQUIP	83	498	100	100	100
42550	FLEET REPLACEMENT CHARGES	10,139	-	-	-	-
<<SUPPLIES & SERVICES>>		180,337	142,307	292,152	196,293	197,750

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